

**MINUTES OF THE GENERAL MEETING  
OF THE BIGFORK COUNTY  
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on September 12, 2018 at the District office. Vice President, Gene Helberg, presided.

**ATTENDEES:**

*Directors:* Lloyd Ross, Gene Helberg, Bob Keenan, Tom Cahill

*District Employees:* Julie Spencer, Mimi Wildeman,

*Engineering:* Jeff Cicon P.E. Morrison Maierle

*Public:* None

President Helberg opened the meeting at 7:00 p.m.

**READ AND APPROVE MINUTES:**

The minutes of the August 2018 General Board Meeting were reviewed for approval. Helberg called for discussion. Hearing none, a vote was called. Ross made a motion to approve, Cahill seconded and it was unanimously

*RESOLVED*, That the Minutes for the August 2018 Board Meeting be approved as submitted.

The minutes of the August 2018 Special Board Meeting were reviewed for approval. Helberg called for discussion. Hearing none, a vote was called. Keenan made a motion to approve, Cahill seconded and it was unanimously

*RESOLVED*, That the Minutes for the Special Board Meeting August 2018 Board Meeting be approved as submitted.

**CONSENT AGENDA**

Helberg asked for discussion or changes hearing none Cahill made a motion to approve, Ross seconded and it was unanimously.

*RESOLVED*, That the Consent Agenda be approved as submitted

**PUBLIC COMMENT**

None

**OLD BUSINESS**

***Operations Report-*** Helberg asked if there was any discussion or questions regarding the report. There was discussion in regards to the Ramsfield Generator sizing. Cicon updated the Board and discussion was had. The Operators presented a Meter Replacement Project that they would like the Board to consider for Spring of 2019, there was discussion had and will look at it again in at the next meeting. Helberg asked if there was anything else that needed discussed, hearing none the report was complete. Ross made a motion to approve the Operators Report, Cahill seconded and it was unanimously.

*RESOLVED*, That the Operators Report be approved as submitted

### ***Engineering update, Jeff Cicon***

***Ramsfield #4 Task Order #34 Well and Electrical Improvements-*** Per discussion at the August Board Meeting, attached is Task Order 34 Improvement Project. This Task Order includes preparing drawings and technical specifications sufficient for the District to obtain quotes from qualified contractors to complete installation of a well pump in Ramsfield #4. It is assumed that a new or secondary generator will not be installed as part of this project. The Task Order also includes submittal/coordination with MDEQ. Bidding, construction, and post-construction services are not included, but can be added at a later date if requested. Keenan made a motion to approve the Task Order #34, Cahill seconded and it was unanimously.

*RESOLVED*, That the Task Order #34 be approved as submitted

- ***Water Tank & Transmission Line and Access Easement*** –we are currently exploring the possibility of constructing an access road and all options for the new tank site.
- ***Blenn Street Services***, - Under Attorney Advisement

### ***Wastewater System Improvements-***

- ***Task Order #33- Wastewater System PER and CIP-*** Pending TSEP/RRGL staff ranking and legislative action, responded to questions and clarification.

***Montana Territory, LLC-*** Attended a meeting on 08/10/2018 to discuss the project and potential annexation.

***Mayport Harbor Pumps-*** Keenan reported that there will be numerous new hookups on Siderius before the June 09, 2019 dead line.

***Renewal of Fire Hydrant Agreement with Bigfork Fire Department-*** There was discussion on the draft copy being sent to the BFVFD for their review.

## **NEW BUSINESS**

***Renew of Department of Forestry Agreement*** - after discussion Helberg asked if there was anything else that needed discussed, hearing none. Ross made a motion to approve the Department of Forestry Agreement as is, Cahill seconded and it was unanimously.

*RESOLVED*, That the Department of Forestry Agreement be approved as submitted

***County Transfer Station-*** after discussion Helberg asked if there was anything else that needed discussed, hearing none. Cahill made a motion to give Spencer the ok to Flathead County Public Works to move forward, Keenan seconded and it was unanimously.

*RESOLVED*, That the Flathead County Public Works to move forward

***Flathead County Budget Approval for 2018-2019-*** after discussion Helberg asked if there was anything else that needed discussed, hearing none. Keenan made a motion to approve Funds 7277 and 7294, Cahill seconded and it was unanimously.

*RESOLVED*, That the Funds 7277 and 7294 be approved

## COMMITTEE REPORTS

*Annexation, Main Extensions & Construction ..... Helberg & Cahill*

- TSEP Planning Grant- No Update
- Windsor Drive Property- Update was given in Engineers Report, Board would like for Spencer to get an appraisal done on our surplus properties.
- Pierce Easement – No Update
- 401 Windsor Dr. - Under Attorney for Advisement

*District Investments ..... Price & Ross*

- Purchase of Additional CD Investment – Spencer and Committee to review investments

*Employee Insurance, Compensation & Certification & Safety ..... Helberg & Keenan*

- Safety Policy Update –no Discussion
- Committee proposed an increase in District Manager wages after discussion, Ross made a motion to approve the wage increase effective September 1, 2018, Keenan seconded and it was unanimously.

*RESOLVED*, That the wage increase and be effective September 1, 2018 be approved

*Pretreatment Regulations ..... Cahill & Price*

- 2018-2019 Permit is signed by all parties

*Budget & Rate Structure ..... Helberg & Ross*

*Rules & Regulations ..... Cahill & Price*

*Farmland..... Helberg, Cahill*

## COMMUNICATIONS

Hammer, Quinn & Shaw  
DEQ

## ***ADJOURNMENT***

Helberg called for a motion to adjourn. Cahill moved, Ross seconded and it was unanimously  
RESOLVED that the public meeting be adjourned at 8:15 p.m.

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Secretary, Mimi Wildeman

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Minutes approved by:

President Seth Price